



**Los Angeles County Certified Unified Program Agency
Health Hazardous Materials Division**



LARGE QUANTITY GENERATOR TRAINING

FACT SHEET 05-03-HW

JUNE 2005

This fact sheet summarizes the regulatory training requirements for large quantity generators of hazardous waste.

LARGE QUANTITY GENERATOR

A business is a large quantity generator (LQG) if the business:

- Generates (in any calendar month) 1,000 kilograms (2,200 pounds) or more of hazardous waste; or
- Generates (in any calendar month) more than one kilogram (2.2 pounds) of extremely or acutely hazardous waste (AHW) or 100 kilograms of debris resulting from the spill of an AHW; or
- Accumulates on-site more than 6,000 kilograms (13,200 pounds) of hazardous waste at any time.

LQG TRAINING REQUIREMENTS

Large quantity generators must train their employees and retain the training records.

Personnel Training

All personnel at the facility involved in the management (i.e. generation, transfer, shipment, etc.) of hazardous waste must receive classroom instruction (or on-the-job training) in the proper management of hazardous waste that teaches them to perform their duties in a way that ensures the generator's compliance with the hazardous waste regulatory requirements. This training must:

- Be directed by a person trained in hazardous waste management procedures.
- Include instruction that teaches personnel hazardous waste management procedures (including contingency plan implementation) relevant to the positions in which they are employed (e.g. personnel who prepare or sign hazardous waste manifests must be trained in manifest requirements. Those who label hazardous waste containers must be trained in labeling requirements, etc.).
- Be designed to ensure that personnel are able to respond effectively to emergencies by familiarizing them with emergency procedures, equipment, and systems.
- Be provided to personnel within six months after the date of their employment or assignment to a new facility, or to a new position at a facility. Personnel who have not yet completed this training must work under the supervision of a properly trained person.
- Be reviewed annually through refresher training.
- Be documented by records that include:
 - The job title for each position related to hazardous waste management and the name of each employee filling the job.
 - A written job description for each of the above positions that describes job duties and the skills, education, or other qualifications required of personnel assigned to each position.
 - A written description of the type and amount of both introductory and continuing training that will be given to each person filling the above job positions.
 - Documentation that this training (or job experience required) has been given to (and completed by) facility personnel.

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Retention of Training Records

Hazardous waste management training records on current personnel must be kept until closure of the facility. Records on former employees must be kept for at least three years from the date the employee last worked at the facility.

CONTINGENCY PLAN

Large quantity generators must prepare and retain a written contingency plan and emergency procedures for dealing with emergencies. The contingency plan should be designed to minimize hazards to human health or the environment from fires, explosions, or any unplanned sudden or non-sudden release of hazardous waste or hazardous waste constituents to air, soil, or surface water. The contents of the contingency plan must:

- Describe arrangements agreed to by local police departments, fire departments, hospitals, contractors, and State and local emergency response teams to coordinate emergency services.
- List names, addresses, and phone numbers (office and home) of all persons qualified to act as emergency coordinator (primary and secondary emergency coordinators should be identified in the plan).
- Include a list of all emergency equipment at the facility. The location and a physical description of each item on the list (and a brief outline of its capabilities) should be included in the plan.
- Include an evacuation plan for facility personnel where there is a possibility that evacuation could be necessary. The plan must describe evacuation routes, alternative evacuation routes, and signal(s) to be used to begin evacuation.
- Include the current telephone number of the State Office of Emergency Services.

HAZARDOUS MATERIALS TRAINING PROGRAM

Most LQGs handle reportable quantities of hazardous materials. The State hazardous materials threshold reporting quantities are 55 gallons for hazardous liquids, 500 pounds for hazardous solids, and 200 cubic feet for compressed gases. Businesses that handle reportable quantities of hazardous materials are required to provide hazardous materials handler training to their employees. The minimum requirements for a training program include the following:

- Methods for safe handling of hazardous materials.
- Procedures for coordination with the local emergency response organizations.
- Training in the use of emergency response equipment and supplies under the control of the handler.
- Training in the emergency response plan and procedures listed in the facility's hazardous materials business plan. The constituents of this plan are addressed in LA County CUPA's Consolidated Contingency Plan (CCP), Unified Program Forms.

When completed by the business, the Unified Program Forms - CCP generally meets the hazardous materials business plan and hazardous waste contingency plan requirements. The Unified Program Forms are available online at our website: www.lacofd.org/upforms.htm.

NOTE: *This fact sheet is a summary of the laws and regulations pertaining to this subject. It is intended for informational purposes only and may not encompass all the laws and regulations to this topic. More details may be found at Cal/EPA Department of Toxic Substance Control (DTSC) www.dtsc.ca.gov. If further information is needed, call the County of Los Angeles CUPA at (323) 890-4045, or your local district office.*

References

- Code of Federal Regulations 265.34(d)(5)(iii)
- California Health and Safety Code 25503, 25504(c)
- 19 California Code of Regulations 2732
- 22 California Code of Regulations 66265.16, 51-52